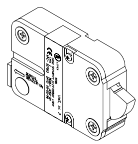
LA GARD AUDITGARD

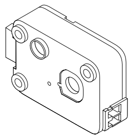
66E Firmware (LGA)
Electronic Combination Locks

MANAGER INSTRUCTIONS

LOCKS

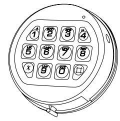


Dual-Handed Swing Bolt

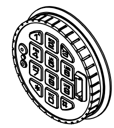


Dead Bolt

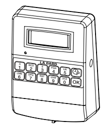
ENTRY DEVICE OPTIONS



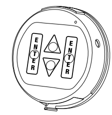
3750-K Round Entry



3125 Round Entry



8130 (Optional)



3190 Privat[II] (Optional)

LOCK MODES

- **ALL LOCKS ARE SHIPPED FROM THE FACTORY IN PRE-SETUP MODE, WITH NO FEATURES INSTALLED. PRESSING THE 1 KEY WILL OPEN THE LOCK. PLEASE FOLLOW AUDITGARD PC SOFTWARE INSTRUCTIONS TO INITIALLY CONFIGURE LOCKS TO DEFAULT SETTINGS.**
- Single Access Mode - one combination required to open.
- Dual Access Mode - two combinations required to open.

LOCK USERS

- Master User (Control Code)
- Manager User (1)
- Access User (2 - 9)

LOCK OPERATING CONVENTIONS

- If a mistake is made, wait thirty (30) seconds and repeat operation.

LOCK RESPONSES

Entry Devices with LEDs (examples: 3125 and 3750-K) respond with both LED flashes and beeps.

- Double signal - two (2) LED flashes and two (2) beeps - indicates entry is valid or accepted.
- Triple signal - three (3) LED flashes and three (3) beeps - indicates invalid or not accepted.

The 8130 Entry Device (no LED) responds with beeps only.

- Double signal - two (2) beeps - indicates entry is valid or accepted.
- Triple signal - three (3) beeps - indicates invalid or not accepted.

LOCK FEATURES - STANDARD

MANAGER Combination *(Setup software default 1-2-3-4-5-6 or 7-8-9 depending on combination length)*

WRONG TRY PENALTY

- Four (4) consecutive invalid combinations initiates five (5) minute delay period.

LOW BATTERY WARNING

- Repeated LED flashing and repeated beeping after opening indicates battery is low and needs immediate replacement.

AUDIT TRAIL

512 Audits with User ID, timestamp and operation

- Audit software required.

COMBINATION LENGTH ______________________________

NOTE: *To maintain the VdS Class 2 and EN 1300 Class B certification when the duress alarm feature is used, a combination length of 7 digits or longer must be selected.*

TIME DELAY

- Delay period 1 - 99 minutes ______________________
- Open period 1 - 19 minutes ______________________

PC PROGRAMMABLE FEATURES

MULTIPLE USERS *(Up to nine - 1 Manager and 8 Users)*

User # Installed	2	3	4	5	6	7	8	9
	☐	☐	☐	☐	☐	☐	☐	☐

TIME DELAY OVERRIDE ☐

- Ability to add second combination to override delay period

SILENT SIGNAL ALARM *(Alarm Box Required)* ☐

- Duress signal if last number of combination(s) is entered using one number higher or one number lower.

SIGNAL TO DISABLE LOCK *(Alarm Box Required)*

- Input signal disables opening with valid combination OR ☐
- Input signal disables all lock functions. ☐
- **Please follow AUDITGARD PC software instructions to initially configure locks to default settings.**

OPENING THE LOCK

1. Enter valid combination.
2. The unit will indicate a valid combination entry with a double signal.
3. Within four (4) seconds, turn the keypad to the open position (clock-wise) if using a dead bolt style lock, or turn the handle to the open position if using a swing bolt style lock.
4. Pull door open.
5. Close the door, and check the locked status of the container with the handle of the boltworks.

CHANGING YOUR COMBINATION

CAUTION: *Always perform this operation with the door open.*

NOTE: *When selecting a combination do not use birthday or other predictable data that could give correlation between the user and combination. Keep the combination secret.*

1. Enter existing combination and **hold down the last digit until unit double signals and the LED stays on.**
2. Press the "0" key.
3. Enter your NEW combination; the unit will indicate a valid entry with a double signal.
4. Re-enter the NEW combination, to confirm; the unit will indicate a valid entry with a double signal.
5. The NEW combination is now active. It is recommended that you test the unit several times before closing the door.

   NOTE: *If your unit is programmed for Dual Combination, each combination must be changed independently.*

ACTIVATING USER *(Manager Only, without eKey or eKey II)*

NOTE: *The Manager combination must be changed prior to the activation of additional Users. Users not added by the software during initial setup will not be available for activation.*

1. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**
2. **PRESS 1.** Unit signals twice.
3. Press User number, 2 to 9. Unit signals twice.
4. Enter the NEW User combination; the unit will indicate a valid entry with a double signal.
5. Re-enter the NEW User combination, to confirm; the unit will indicate a valid entry with a double signal.
6. The User combination is now active.

DISABLE USER *(Manager Only, without eKey or eKey II)*

1. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**
2. **PRESS 2.** Unit signals twice.
3. Press User number, 2 to 9. Unit signals once. User is temporarily disabled. (User combination is saved and will be valid if reinstated.)

REINSTATE USER *(Manager Only, without eKey or eKey II)*

1. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**

2. **PRESS 1.** Unit signals twice.
3. Press User number, 2 to 9. Unit signals once. User is reinstated.

DELETE USER *(Manager Only, without eKey or eKey II)*

1. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**
2. PRESS 3. Unit signals twice.
3. Press User number, 2 to 9. Unit signals once. User is deleted.

SET/CHANGE TIME DELAY VALUES
(Manager Only, without eKey or eKey II)

1. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**
2. **PRESS 9.** Unit signals twice.
3. Enter two-digit Delay period value (00 to 99 minutes) followed by the two-digit Open period value (00 to 19 minutes).
    - Unit will signal twice, if accepted.
    - Unit will signal three times, if invalid.
4. Re-enter the Delay and Open period values, to confirm.
    - Unit will signal twice and feature is active.

NOTE: *Entering 0000 will deactivate the Time Delay Feature.*

NOTE: *If Time Delay is active it may only be deactivated or delay value decreased in Open Period.*

TIME DELAY – LOCK RESPONSE

- During the Delay Period the LED will flash every second.
- During the Open Period the LED will flash twice a second, and the Entry Device will beep every 10 seconds.

TIME DELAY OVERRIDE *(If feature is enabled)*

- Must add User 9. (See **ADD USER**)
    - If User 9 is disabled or deleted, this feature will no longer function.
- Entry of Override combination during Delay period will open the lock.

NOTE: *If Time Delay is enabled, User 9 can only be added during the Open period.*

RECEIVE AUDIT *(Manager Only, without eKey or eKey II)*
This function requires Serial Interface (P/N 43087) and LGVIEW Software

1. Plug Interface into PC and open LGVIEW software on PC.
2. Connect Interface to front of keypad and click safe icon button on the PC software to begin acquisition.
3. Enter Manager combination and **hold down last digit of combination until unit double signals and the LED stays on.**
4. **PRESS 7.** Unit signals once and Audit will be sent.
5. Disconnect Interface Cable from PC and keypad.

DUAL ACCESS MODE *(If feature is enabled)*

1. Must add at least one (1) user to open lock. (See **ADD USER**)
    - At least one user must be active; all users cannot be disabled or deleted.
2. If Time Delay is active, one valid combination will start Delay period.
    - Two combinations required to open lock in Open period.

NOTE: *In Dual Mode a valid user combination must be entered before the Manager Combination in order to use Manager Functions 1, 2, 3, 7 and 9.*

SILENT SIGNAL ALARM *(If feature is enabled AND optional Alarm Box is connected to an alarm system.)*

- Enter last digit of combination one number higher or one number lower.

Example:	Combination:	1-2-3-4-5-6
	Duress:	1-2-3-4-5-5 **or**
		1-2-3-4-5-7

- The lock will open without any indication that the duress signal has been sent.

DISABLE LOCK *(If feature is enabled AND optional Alarm Box is connected to an alarm system.)*

- Alarm Box (2789 or 4002) required. Input signal to the Alarm Box will either disable the lock opening or disable all lock functions, depending on mode programmed with AuditGard Setup Software.

DUAL TOKEN OPTION *(eKEY or eKEY II)*
AuditGard locks using the eKEY must be factory programmed to enable this option. The eKEY is a 48-bit encrypted unique serial number dual token device. The lock operates slightly differently when programmed to use the eKEY.

Below are two examples of the difference in operation:

OPENING THE LOCK *(With eKEY or eKEY[II])*

1. Enter valid combination and insert and quickly remove the *eKEY*.
2. The unit will indicate a valid combination and key entry with a double signal.
   - **Invalid Combination Entry** - Unit will signal three (3) times.
3. Within four (4) seconds, turn the keypad to the open position (clockwise) if using a dead bolt style lock, or turn the handle to the open position if using a swing bolt style lock.
4. Open the safe door.

CHANGING YOUR COMBINATION *(With eKEY or eKEY[II])*
ALWAYS PERFORM THIS OPERATION WITH THE DOOR OPEN

1. Enter existing combination; **insert and hold in the *eKEY* until unit double signals and the LED stays on.**
2. Remove *eKEY*.
3. Press the "0" key.
4. Enter your **NEW** combination; insert and remove the *eKEY.*
5. Re-enter your **NEW** combination, insert and remove the *eKEY* to confirm. Lock will signal twice after each combination entered and *eKEY* inserted.
6. The combination is now changed. Test unit operation several times before closing the door.

NOTE: *If a mistake is made wait thirty (30) seconds and repeat steps **1 - 6**.*

- **Valid Combination Entry** - Double signal after valid combination is entered.
- **Invalid Combination Entry** - Triple signal indicates the old combination is still valid.

WRONG TRY PENALTY

- Entry of four (4) consecutive invalid combinations starts a five (5) minute delay period.
  - LED flashes red at ten (10) second intervals.
- At the end of the delay period, two more consecutive invalid combinations will start the five (5) minute delay period.

During delay period keystrokes will respond with three signals.

BATTERY LOW WARNING

- Repeated LED flashing beeping after an opening indicates that the battery is low and needs immediate replacement. It is recommended that batteries be replaced at least once a year.
- Uses alkaline battery only. (Example: Duracell™ or Eveready™ alkaline batteries.)
- When the battery level becomes too low to safely operate the lock any key press will give a low battery warning, and the battery must be changed before the lock will operate.

If battery is depleted and will not allow lock to open, follow instructions found in the User Instructions for your keypad. Lock contains a non-volatile memory; even with batteries removed the lock will retain all programming.

Mounting instructions available at www.kaba-mas.com.

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